

CITY OF REDMOND ARTS COMMISSION

MINUTES

June 12, 2003

Old Redmond Schoolhouse Community Center

COMMISSIONERS PRESENT: Vice Chair Kay Tarapolsi, Jill Schmidt, Heidi Houghton, Cara Byrne, Phil Teller; Youth Advocate David Backes

ABSENT AND EXCUSED: Chairperson Rebecca LaBrunerie, Una McAlinden

STAFF PRESENT: Melna Skillingstead, Arts Administrator; Sandra Bettencourt, Recreation Program Manager (arrived at 7:10 p.m.)

AUDIENCE PRESENT: Latha P. Sambamurti, Pat T. Pattabhiraman, Kate Cochran, Patti Leng, Richard Shank, Laura Lee Bennett

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AGENDA

Note: Bold/italic text denotes Staff and Commissioner follow-up resulting from this meeting.

I. CALL TO ORDER

Vice Chair Kay Tarapolsi called to order the regular meeting of the Redmond Arts Commission (RAC) at 7:05 p.m. at the Old Redmond Schoolhouse Community Center (ORSCC).

Notations: Present in the audience were two new RAC Commissioner candidates, Latha Sambamurti and Kate Cochran. Both gave a brief introduction. City Council approval is anticipated next Tuesday, June 17.

II. APPROVAL OF MINUTES

Motion for approval of the RAC minutes of May 8, 2003 as submitted by:
Commissioner Schmidt

Second by: Commissioner Byrne

Motion carried: 5-0 unanimous

III. ADDITIONS TO AGENDA

General RAC Business

- Flash media testing
- Design Day
- Delete B. Census only
- Delete C. Cultural Congress Report

Visual Arts

- Bench
- Art Outside the Box

Arts Education

- Thank You Presentation

Performing / Literary Arts

- *Not Hollywood* Proposal

IV. ITEMS FROM THE AUDIENCE

None

V. GENERAL RAC BUSINESS

A. Chair/Vice Chair

Tarapolsi reported that Chair LaBrunerie met with Mayor Ives last week. LaBrunerie will give her report at a future meeting regarding the Mayor's response to RAC's projects and vision. Tarapolsi and Teller will also be meeting with the Mayor next Tuesday to show the slides of the Outdoor Sculpture Exhibit participants.

B. Political Policy Information

Bettencourt distributed a draft of the Arts Commission Policy and Procedures Manual – General Volunteer Responsibilities, noting the reference to conflict of interest. The text is adapted for City volunteers from the City Employee Personnel Manual. Bettencourt met with the City attorney, who suggested modifying the employee handbook. The policy states that commissioners cannot use their role to support political interests. Staff is proposing to adopt this as part of the RAC operations manual, as well as for all City commissioners. *Skillingstead will e-mail the document so Commissioners may make changes and comments online. Commissioners will review and make comments via e-mail to Skillingstead.* Staff will return with a finalized document at a later date.

C. Washington Cultural Congress Conference Report

Postponed to RAC retreat.

D. Fall Retreat Date

Commissioners agreed to hold the RAC annual retreat on September 18 at Anderson Park Adair House, beginning with a potluck at 5:30 p.m., followed by the meeting. *Skillingstead will reserve the Adair House for that date and time.*

E. Budget

Commissioners received a copy of the City's budget report, showing the overall RAC expenditures.

F. Continuing Business – Task List

Commissioners reviewed Tarapolsi's updated Task List. The following notations were made:

- Houghton will provide information for the August RAC meeting.
- Marta Hurwitz will attend the RAC July meeting.
- The grayed items are those from the last meeting.

G. Flash Media Testing

Skillingstead reported that a *Focus* magazine article coming out next week indicates that the RAC Flash Media is "live"; however, it is not as yet. Skillingstead asked that those with an older computer at home, download the media software to test how it plays. Skillingstead anticipates showing it at the June 17 Council meeting, which would be broadcast on RCTV.

H. Redmond Design Days – Cara Byrne

Byrne referred to her e-mail and elaborated on attending the Redmond Design Days. All six break-out groups believed culture was extremely important for community character and for the 20-year Comp Plan. With talk of a potential park bond, and a contractor approved for the new city hall, along with a request for commissioner and citizen input over the next four-five months, Byrne emphasized it was time to be proactive in making RAC's requests known. She asked for communication (e-mail discussion) with Commissioners, and consideration for long-term plans.

Skillingstead suggested it would be an opportunity to start up the "coffees" with Council members, explaining to them the importance of having a cultural plan for the community. Byrne differed by stating it was time to make a concerted effort now to give RAC's plan and vision to City Council. Schmidt proposed going to Council as Items from the Audience. Byrne urged Commissioners to have a separate meeting in

early July to address this vision. She added RAC would need to establish its own vision before local arts agencies could be invited with their thoughts.

Bettencourt reported that LaBrunerie would be meeting with Danny Hopkins, Parks and Recreation Director, July 1, and suggested the two of them could be on the team for community input for the park bond issue. Byrne supported a Commissioner on the committee that discusses the planning stages of the bond. ***On Monday, June 30, 7:00 p.m., Commissioners will discuss the Comp Plan campus vision to include the park bond, etc. Bettencourt will send information to Commissioners before the meeting regarding the status of a park bond, etc.***

VI. Performing/Literary Arts

A. Project Status

1. Arts in the Parks Marketing

Tarapolsi referenced the Arts in the Parks (AIP) marketing list, and asked for others to help with those items assigned to her. Houghton thanked Tarapolsi for putting together the Arts in the Parks overview for the press release. Byrne reported Peter Daniels would market the series on the LWSD web site. Although it was past the deadline for most of the schools, Byrne sent the release to all the principals who sent it out in their weekly newsletters. Skillingstead noted the AIP flyers would go to the schools in Redmond as well. Teller also distributed it to the NW Burning Man list and others.

Tarapolsi will e-mail Commissioners with an updated marketing list after this meeting.

Skillingstead reported that the Microsoft site was changed and would be listed correctly in the flyer and on the poster. Skillingstead asked for help with poster distribution. She asked youth advocate Backes if he could take posters to businesses, or if any high school students could help via their community service hours. Backes referred to the suggested list of sophomores and juniors he gave to Skillingstead, since he would be graduating and not be returning to school.

2. Donations Script

Commissioners referenced the emailed donation script as acceptable with noted changes.

3. 2004 Performance Network Artist Recommendation

Skillingstead showed excerpts from two performances sponsored by the King County Performance Network (KCPN) for the RAC Winter Performance Series (WPS):

- Theatre Simple: “52 Pick Up”
- A mixed evening of four groups put together as one program: (1) Poisonous Toy Theater “Tornado,” (2) Typing Explosion, (3) Seattle Mime Theatre, and (4) Thomas Arthur.

Costs will be forthcoming for these performances. Skillingstead asked Commissioners if they would want to book the two shows as part of the WPS, provided funding could be obtained from KCPN. She noted the funding amount would probably be similar to last year’s (\$6,000). Other alternatives would be to just fund one of them, or, if the cost is more than KCPN funds, RAC could use the WPS budget to make up the difference. Commissioners agreed to pay for the two shows with funding from the KCPN.

Byrne reminded that 40% of Redmond’s demographics was adult population; consequently, she requested to retain the “52 Pick Up” as shown in the demo, and advertise it as a show for adult audiences. She advocated not toning down all shows for family audiences. Schmidt added that it could be publicized as adult material.

Skillingstead reported all shows would be performed at Rose Hill Junior High. Byrne requested finding another venue, e.g., Redmond High School’s new performance center. Skillingstead will check their fee structure, however, she expressed concerns with a larger facility that would accentuate a smaller audience.

The two Performance Network shows would be held in March and/or April. Skillingstead suggested Commissioners might want to change the name of the series from WPS, since most of the performances are not held in the winter.

Commissioners will e-mail suggestions; the name change will be reviewed at a future meeting.

4. *Write Out Loud!* – Final Report

Laura Lee Bennett, *Write Out Loud!* Event Director, gave a summary report of the 2003 event. She noted that due to a lack of finances, an assistant director was not funded. She highlighted the following from the handout:

- Teen Slam, All-Ages Poetry Workshop, and the Young Author’s Contest events continued to be very strong with attendance up about 20-25%.
- Cutbacks in funding were experienced. Their goal was to obtain other funding ideas from within the community; they added some new sponsors and private foundations.
- It was a very successful festival, with the exception of the Bite of RASP, a multi-cultural event, which had too many things in one evening, and was not the success they had hoped for.

- Poetry Fools was successful, however, management had not notified the security guards.
- Young Author's award ceremony was a tremendous success and well attended.

Bennett reported that next year they hope to have their funding challenges completed before Christmas. They would like to see RASP integrated in the community all year long, e.g., volunteer with the Redmond Teen Center.

Rick Shank, RASP President, noted that April might not be the best month to do the *Write Out Loud!* event. Even though attendance improved, there was a lot of competition at the same time in April (Easter, spring break, and other Seattle events). RASP may consider changing the date of the event.

5. Eastside Symphony 2003-04 Co-sponsorship

Patti Leng, Eastside Symphony, presented the two dates for their performances at the Senior Center, 12/14/03 and 5/23/04, and requested approval and continuing co-sponsorship from RAC.

Motion for approval of continued co-sponsorship of Eastside Symphony performances by: Commissioner Schmidt

Second by: Commissioner Byrne

Motion carried: 5-0 unanimous

B. Funding

None

C. Marketing

None

D. New Business – See To Do List

None

E. Staff Report

None

VII. Arts Education

A. Project Status

1. Arts Education Committee Hiatus

Arts Education Committee is on hiatus for the summer. Byrne showed the curriculum lesson notebook and cover for grades three through six. The project is officially done, complete with 70 lessons. Byrne and Schmidt will do art docent training in October. Schmidt reported that Dawn Mertens, art docent, might join the committee in the fall.

2. Thank You Presentation

Skillingstead recognized and honored Schmidt for her contribution as RAC Chair for two years, her involvement in the Arts Education program, and volunteer service as artist in residency for 12 days in January/February 2003. Skillingstead presented her with a “dream catcher,” designed and created by Skillingstead, as gratitude for her excellence in these roles.

3. Arts Education Committee June Meeting

Byrne referenced the following e-mailed notes from their meeting held 6/9/03 and attended by Karen Brandon, Melna Skillingstead, Una McAlinden, and Cara Byrne:

- Final Grant Reports for King County and Washington State Grants:
 - Karen Brandon is working on the text for final grant report. She will e-mail the text to the committee; comments should be e-mailed back to Karen by Friday, June 13.
 - Karen will set up a meeting with Julie Goldsmith at LWSD for next week.
 - Karen will e-mail members regarding the pieces needed to send in a final grant report, and what date she needs all additional and supporting documentation for the final report.
- Digital pictures or video from teacher training (McAlinden).
- Final summary report from consultants (Skillingstead).
- Draft copy of the 3-6 lessons (Skillingstead).
- Support of Bellevue Philharmonic for their adopt-a-school program. This would be on the agenda for next fall.
- Sale of Lesson books K-2:
 - Skillingstead has three orders for the K-2 lesson book.
 - Charge sales tax and have an account set up for the sales of lessons.
 - McAlinden to deliver supporting documents to Skillingstead to complete the booklet.
- Art Education Grant from the Americans for the Arts Organization (McAlinden)

- These grants are quite large; due date is July 10. The committee did not feel that it could meet this deadline for the program this year.
- It is good information for future staff development program support.
- Next meeting date: September 15, Monday at 7:00 p.m.
 - Anticipate changing the meeting date to the fourth Monday of the month next year so as to not have two meetings in a week.
- Final decisions for district-wide docent training will be made at the September 15 meeting.
 - Tentative choices for Art Docent Training in October would be October 6 or 13. Arts Education Committee's October meeting will be Monday the 27th, 7:00 p.m.

B. Funding

None

C. Marketing

None

D. New Business

None

E. Youth Advocate Position Discussion and Report

Commissioners thanked David Backes for his involvement in the Commission, as well as for sending in a list of potential new youth advocate candidates. Backes will be going on to college in the next year.

VIII. Visual Arts

A. Project Status

1. Outdoor Sculpture Exhibit Artist Recommendation

Tarapolsi showed slides of the work of 14 sculptor artists. There were 24 submissions; Commissioners were asked to choose 14 sculptures. She noted two pieces would be displayed at and paid for by the Redmond Regional Library.

Houghton emphasized that more should be done in marketing the sale of the pieces. Skillingstead replied the prices would be included in the brochure this year. Not only are the pieces educational, but also for marketing and sales. Artists want exposure, especially when coming from out of state.

Tarapolsi reported she asked Tim Cox, Manager of Park Planning, about displaying one sculpture piece next year in a smaller neighborhood park for one year.

June 26 and August 4 are the two scheduled installation dates. Tarapolsi and Teller will be showing these slides to Mayor Ives on June 17 to inform her as to the type of work RAC is doing.

Commissioners turned in their written votes for the 14 sculptures to Tarapolsi; *she will tally and e-mail the results.*

2. Acceptance of 2003 Redmond Arts Awards – Garth Edwards

Skillingstead reported she was to have received an e-mail of a digital photo of the award from Garth Edwards, who was not able to attend tonight's meeting. However, she did not receive the e-mail, so it is anticipated that the awards will be delivered on Monday. Presentation is scheduled for the City Council meeting, Tuesday, June 17.

3. Approval of Perrigo Park Art Call for Artists

Motion for approval of Call for Artists for the Perrigo Park art project by:
Commissioner Teller

Second by: Commissioner Byrne

Motion carried: 5-0 unanimous

4. Fire Station 11 Bench Update

Schmidt reported that Skip-A-Stone studio has ready-made benches (valued at \$1,000/each) and can do custom as well. The custom price would be about \$1,500 per bench, to include the \$1,000, plus \$500 for design set up, and a production time of 4-6 weeks. Bench size could be discussed. The committee agreed that this company would be worth exploring.

On June 5, Skillingstead and Byrne met with Jim Cummings, the incoming President of Redmond Rotary. He will meet with the Rotary Board on June 17 to discuss partnering/funding for this project. A response by them would follow their meeting. The Rotary would ask for some type of recognition, e.g., Rotary symbol set in the pavement, should they give funding. Byrne supported this partnership between RAC and the Rotary.

5. Art Outside the Box

Schmidt reported that Public Works sent her plans for the two utility boxes to be placed at ORSCC in different locations than first noted. Schmidt asked them for exact dimensions in order to do a design for the two boxes, one smaller than the other. She showed Commissioners two 6-color designs that used the children's artwork from the box designs at NE 85th and 160th Street that have not been done.

The next step would be to speak with a silk screen artist to ascertain any unseen problems.

6. *Not Hollywood* – Teller

Teller referenced the draft proposal for the *Not Hollywood* project.

Commissioners would review the proposal and comment to Teller via e-mail.

7. VA Meeting – May 27, 2003

Schmidt referenced the following e-mailed notes from their VA meeting held 5/27/03 and attended by Tarapolsi, Skillingstead, Schmidt, and Pam Rembold:

- Art walk discussion was postponed until new committee member Linda Teller could join the committee.
- Eagle/salmon dedication:
 - This piece was done with Public Works.
 - Skillingstead will suggest dates for RAC to choose.
- Park Benches:
 - Schmidt showed a brochure from Skip-A-Stone Studios. The studio produces steel and wood art benches for \$1,000. They would do custom work as well.
 - The VA committee will recommend to RAC to ask the studio to do a custom design for the fire station plaza.
- Sculpture Exhibit:
 - Tarapolsi had difficulty coordinating with Redmond Town Center; consequently, the deadline has passed and an attempt would be made next year to work with them, perhaps with a combined art walk and sculpture exhibit extension.
 - Deadline for artists is May 30. An uninstall of last year's sculptures would be done in August, with installation of this year's probably in July; a dedication would be in September.
 - Brochure schedule: Have text written for RAC to approve by August meeting, with the layout ready by August; brochures printed by mid-September. (Note: Schmidt cannot attend August meeting.)
- Art Outside the Box:
 - Next steps: Skillingstead will speak with Public Works to get surface details, exact measurements, layout of boxes at site, etc. Schmidt will redesign kids' art for the two new boxes.
 - Following new approval of design, Schmidt and Teller will visit silk screeners to confirm working of design and colors, and actual prices and time estimates.
- *Not-Hollywood*:
 - A list for a proposal was comprised. Skillingstead will give an outline to Teller to help with proposal preparation.

B. Funding Needs

None

C. Marketing

Tarapolsi reported on the Art Card project. Marketing potential is very broad-ranged. The Discover card machine is the only reason the City must decline participation. The entire Eastside coalition is supportive of the project. Discover is 100% behind the effort and are looking ahead to make the project a national event. An unlimited amount could be applied and re-applied to an individual card. There would be a \$1.00 service fee for creating the card. Tarapolsi stressed the importance of getting RAC's name on the publishing flyer that would go out to the many organizations.

Skillingstead will meet with Phyllis Blower, Recreation Manager, to bring more understanding to the need for participation, the costs, etc.

D. New Business – See To Do List

None

E. Staff Report

None

IX. ADJOURNMENT

Motion to adjourn by: Commissioner Teller

Second by: Commissioner Byrne

Motion carried: 5-0 unanimous

The meeting adjourned at 9:20 p.m.

Minutes prepared by Recording Secretary, Pam Maybee

NEXT REDMOND ARTS COMMISSION MEETING:

July 10, 2003

Old Redmond School House Community Center

7:00 p.m.

Redmond Arts Commission

Meeting: June 12, 2003

Audience Present

Please note: Information provided at this public meeting becomes part of the City's permanent record.

NAME	ADDRESS	PHONE
Latha P. Sambamurti	8935 160 th Ave NE, #A-307 Redmond 98052	425-558-4982
Pat T. Pattabhiraman	“	“
Kate Cochran	10328 176 th Ave Redmond 98052	425-869-6596
Patti Leng	4815 117 th PI NE Kirkland	425-822-9444
Richard Shank	12636 100 th Lane NE	425-814-1485
Laura Lee Bennett	15860 NE Leary Way Redmond 98052	425-885-0442